

PERSONAL DATA SHEET

WARNING: Any misrepresentation made in the Personal Data Sheet and the Work Experience Sheet shall cause the filing of administrative/criminal case/s against the person concerned.

READ THE ATTACHED GUIDE TO FILLING OUT THE PERSONAL DATA SHEET (PDS) BEFORE ACCOMPLISHING THE PDS FORM.

Print legibly. Tick appropriate boxes () and use separate sheet if necessary. Indicate N/A if not applicable. DO NOT ABBREVIATE.

1. CS ID No.

(Do not fill up. For CSC use only)

I. PERSONAL INFORMATION

2. SURNAME	ARRADAZA		
FIRST NAME	CATHERINE	NAME EXTENSION (JR., SR) N/A	
MIDDLE NAME	CASTRO		
3. DATE OF BIRTH (mm/dd/yyyy)	07/24/1979	16. CITIZENSHIP	<input checked="" type="checkbox"/> Filipino <input type="checkbox"/> Dual Citizenship <input checked="" type="checkbox"/> by birth <input type="checkbox"/> by naturalization Pls. indicate country:
4. PLACE OF BIRTH	BAYBAY, LEYTE	If holder of dual citizenship, please indicate the details.	Philippines
5. SEX	<input type="checkbox"/> Male <input checked="" type="checkbox"/> Female		
6 CIVIL STATUS	<input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Widowed <input type="checkbox"/> Separated <input type="checkbox"/> Other/s:	17. RESIDENTIAL ADDRESS	House/Block/Lot No. Street BAYBAY BRGY. STO. ROSARIO Subdivision/Village Barangay City/Municipality LEYTE Province
7. HEIGHT (m)	1.5 m		
8. WEIGHT (kg)	50 kg	ZIP CODE	6521
9. BLOOD TYPE	O	18. PERMANENT ADDRESS	House/Block/Lot No. Street BAYBAY STO. ROSARIO Subdivision/Village Barangay City/Municipality LEYTE Province
10. GSIS ID NO.	021-1365-1339-2		
11. PAG-IBIG ID NO.	121125281197		
12. PHILHEALTH NO.	130-2507-7335-9	ZIP CODE	6521
13. SSS NO.	04-19110523	19. TELEPHONE NO.	335-3773
14. TIN NO.	919-702-437	20. MOBILE NO.	09176330054
15. AGENCY EMPLOYEE NO.	V00718	21. E-MAIL ADDRESS (if any)	catherine.arradaza@vsu.edu.ph

II. FAMILY BACKGROUND

22. SPOUSE'S SURNAME	N/A	N/A	DATE OF BIRTH (mm/dd/yyyy)
FIRST NAME			
MIDDLE NAME			
OCCUPATION	N/A		
EMPLOYER/BUSINESS NAME	N/A		
BUSINESS ADDRESS	N/A		
TELEPHONE NO.	N/A		
24. FATHER'S SURNAME	ARRADAZA		01/25/1941
FIRST NAME	MATEO	NAME EXTENSION (JR., SR) SR	
MIDDLE NAME	MABIA		
25. MOTHER'S MAIDEN NAME			
SURNAME	CASTRO		07/20/1952
FIRST NAME	CORAZON		
MIDDLE NAME	CUASITO		

(Continue on separate sheet if necessary)

III. EDUCATIONAL BACKGROUND

26. LEVEL	NAME OF SCHOOL (Write in full)	BASIC EDUCATION/DEGREE/COURSE (Write in full)	PERIOD OF ATTENDANCE		HIGHEST LEVEL/ UNITS EARNED (if not graduated)	YEAR GRADUATED	SCHOLARSHIP/ ACADEMIC HONORS RECEIVED
			From	To			
ELEMENTARY	BAYBAY SOUTH CENTRAL SCHOOL (BSCS)	PRIMARY EDUCATION	1985	1991		1991	NA
SECONDARY	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION (FCIC)	HIGH SCHOOL	1991	1995		1995	NA
VOCATIONAL / TRADE COURSE	N/A						
COLLEGE	VISAYAS STATE COLLEGE OF AGRICULTURE	BS in AGRICULTURE/	1995	1999		1999	NA
	FRANCISCAN COLLEGE OF THE IMMACULATE CONCEPTION	BS in ELEMENTARY EDUCATION	2008	2011	32		
GRADUATE STUDIES	VISAYAS STATE COLLEGE OF AGRICULTURE	MS in HORTICULTURE	2005	2013		2013	NA
	UNIV. OF THE PHILIPPINES LOS BANOS (UPLB)	PhD in HORTICULTURE	2013	2018		2018	DOST-ASTHRDP Scholarship

(Continue on separate sheet if necessary)

SIGNATURE		DATE	Sept. 15, 2022
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[illegible]

V. WORK EXPERIENCE
(Include private employment. Start from your recent work) Description of duties should be indicated in the attached Work Experience sheet.

[illegible]

SIGNATURE	<i>[Signature]</i>	DATE	<i>Sept. 15, 2022</i>
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VI. VOLUNTARY WORK OR INVOLVEMENT IN CIVIC / NON-GOVERNMENT / PEOPLE / VOLUNTARY ORGANIZATION/S

29.	NAME & ADDRESS OF ORGANIZATION (Write in full)	INCLUSIVE DATES (mm/dd/yyyy)		NUMBER OF HOURS	POSITION / NATURE OF WORK
		From	To		
	N/A				

(Continue on separate sheet if necessary)

VII. LEARNING AND DEVELOPMENT (L&D) INTERVENTIONS/TRAINING PROGRAMS ATTENDED

(Start from the most recent L&D/training program and include only the relevant L&D/training taken for the last five (5) years for Division Chief/Executive/Managerial positions)


30.	TITLE OF LEARNING AND DEVELOPMENT INTERVENTIONS/TRAINING PROGRAMS (Write in full)	INCLUSIVE DATES OF ATTENDANCE (mm/dd/yyyy)		NUMBER OF HOURS	Type of LD (Managerial/ Supervisory/ Technical/etc)	CONDUCTED/ SPONSORED BY (Write in full)
		From	To			
	1st Philippine Scientific Bamboo Conference	9/16/2022		8 HRS	Technical	Phil. Bamboo - Society Advocates, Inc
	2nd SEAMEO-QS Higher Education Forum (Virtual) on Using Analytics to Plan International Collaboration in the Asia Pacific	9/29/2022		2 HRS	Technical	SEAMO
	Training on Gender Analysis (GA) and Use of GA Tools for R&D Management and Implementation	08/1/2022	08/03/2022	24 HRS	Technical	GAD (DOST-PCAARRD)
	23rd AAACU Conference and General Assembly/ 50th Founding Anniversary	07/14/2022	07/18/2022	40 HRS	Technical	AAACU; Maejo University, Thailand
	EARTH DAY CELEBRATION AND BAMBOO CONFERENCE	04/22/2021		5 HRS	Technical	PBSAI
	CORONAVIRUS VACCINE: ARE YOU WILLING TO TAKE THE SHOT?	02/23/2021		3 HRS	Technical	CAS, VSU
	Online Training: Using Discord as a Class Communication Tool	10/12/20		4 HRS	Technical	VSU
	SARAI ESKWELA: Satellite Remote Sensing: A Smarter Approach for Agricultural Monitoring, SARAI ESKWELA 2020/Participant	9/30/20		1 HR	Technical	SARAI; UPLB
	SARAI ESKWELA: Use of Weather Information and Drought from Space: Utilizing Satellite Data to Monitor Drought in the Philippines	9/24/20		1 HR	Technical	SARAI; UPLB
	SARAI ESKWELA: Use of Weather Information and Drone Aerial Images for Crop Monitoring.	9/16/20		1 HR	Technical	SARAI; UPLB
	SARAI ESKWELA: Smarter Technologies for Crop Water Management	9/2/20		1 HR	Technical	SARAI; UPLB
	Online Training on Developing a MOODLE Online Classroom, Visayas State University, June 24-26, 2020	6/24/20	6/26/20	24 HRS	Technical	VSU
	19th PSSN ANNUAL SCIENTIFIC CONFERENCE/CoNSIE 2109	7/2/2019	7/6/2019	40 HRS	Technical	PSSN
	TRAINING ON ENHANCING THE CAPACITY OF NAARRDN RESEARCHERS ON THE SCIENCE OF R&D MANAGEMENT	12/4/2018	12/7/2018	32 HRS	Technical	DOST-PCAARRD
	EFFECTIVE FACILITATING SKILLS AND PROACTIVE INTERVENTION TECHNIQUES IN RESPONDING STUDENT-AT-RISK SITUATIONS	11/26/2018	11/27/2018	16 HRS	Technical	VSU
	TRAINING -WORKSHOP ON SUSTAINABLE SMALL AND MEDIUM-SCALE BAMBOO	11/19/2018	11/23/2018	40 HRS	Technical	DOST-PCAARRD
	22nd AAACU BIENNIAL CONFERENCE AND GENERAL ASSEMBLY	10/16/2018	10/18/2018	24 HRS	Technical	AAACU; VSU
	ISSAAS INT'L CONGRESS 2018	10/12/2018	10/14/2018	32 HRS	Technical	ISSAAS INC.
	HOW TO GET KEY DECISION MAKERS TO SAY YES TO YOUR PROJECT IDEAS: A TRAINING COURSE FOR PROJECT IMPLEMENTERS	7/26/2018	7/28/2018	32 HRS	Technical	DOST-PCAARRD
	11TH PAPTCH INC. SCIENTIFIC CONVENTION	07/09/2018	07/09/2018	40 HRS	Technical	PAPTCH INC.
	WORKSHOP IN PREPARATION OF AACCUP ACCREDITATION	10/05/2017	10/06/2017	16 HRS	Technical	VSU
	24TH FCSSP SCIENTIFIC CONFERENCE	7/13/2017	7/17/2017	40 HRS	Technical	FCSSP, IPB, CAFS, UPLB
	CURRENT CLIMATE CHANGE PERSPECTIVES: IMPLICATIONS AND OPPORTUNITIES FOR ACTION	10/27/2016		5 HRS	Technical	CROP SCIENCE CLUSTER, UPLB
	10TH PAPTCH SCIENTIFIC CONVENTION	9/19/2016	9/24/2016	40 HRS	Technical	PAPTCH INC.
	AGELESS WONDERS OF LACTIC ACID BACTERIA	10/22/2014	10/24/2014	24 HRS	Technical	PHIL. SOCIETY OF LACTIC ACID (PSLAB) ASIAN FED. OF LACTIC ACID BACTERIA
	SEMINAR ON INTERDEPENDENCE OF RESEARCH AND MGT	2/24/2014	2/24/2014	3 HRS	Technical	BENGUET STATE UNIV. /UPLB-CPAF
	TRAINING ON FEATURE STORY AND NEWS WRITING	03/14/2012	03/15/2012	16 HRS	Technical	OVPR, VSU
	SEMINAR OF COMPUTATION OF GRADES AMONG NEW INSTRUCTOR	09/23/2011	09/23/2011	8 HRS	Technical	VISAYAS STATE UNIVERSITY
	8TH GEN. ASSEMBLY NRCP VISAYAS. REGIONAL CHAPTER	05/18/2011	05/08/2011	8 HRS	Technical	NAT'L RESEARCH COUNCIL OF THE PHIL.
	7th PAPTCH CONVENTION, BAGUIO CITY	11/22/2010	11/26/2010	32 HRS	Technical	PHIL. ASSOC. OF TISSUE CULTURE AND BIOTECHNOLOGY INC. (PAPTCH)
	SEMINAR ON LABORATORY WASTES MGT.	7/22/2010	07/22/2010	3 HRS	Technical	PHILROOTCROPS/ VSU
	1st PAPTCH INC. VIS-REG. SYMPOSIUM ON TISSUE CULTURE & BIODIVERSITY ENHANCEMENT, CONSERVATION AND UTILIZATION	07/08/2010	7.9/2010	16 HRS	Technical	PHIL. ASSOC. OF TISSUE CULTURE AND BIOTECHNOLOGY INC. (PAPTCH)

(Continue on separate sheet if necessary)

VIII. OTHER INFORMATION

31.	SPECIAL SKILLS and HOBBIES	32.	NON-ACADEMIC DISTINCTIONS / RECOGNITION (Write in full)	33.	MEMBERSHIP IN ASSOCIATION/ORGANIZATION (Write in full)
	MICROPROPAGATION OF HORTICULTURAL CROPS		NA		PHIL. ASSOC. OF PLANT TISSUE CULTURE AND BIOTECHNOLOGY (PAPTCH, INC)
					PHIL. SOCIETY OF LACTIC ACID BACTERIA (PSLAB)
					VSU Faculty Association (VFA)
					PHIL SOC OF THE STUDY OF NATURE AND SCIENCE (PSSN)
					SAER
					PHI SIGMA HONOR SOCIETY UPLB Chapter

(Continue on separate sheet if necessary)

SIGNATURE		DATE	Sept. 15, 2022
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34. Are you related by consanguinity or affinity to the appointing or recommending authority, or to the chief of bureau or office or to the person who has immediate supervision over you in the Office, Bureau or Department where you will be appointed,
a. within the third degree?
b. within the fourth degree (for Local Government Unit - Career Employees)?

☐ YES☒ NO

☐ YES☒ NO

If YES, give details:

35. a. Have you ever been found guilty of any administrative offense?

b. Have you been criminally charged before any court?

☐ YES☒ NO

If YES, give details:

☐ YES☒ NO

If YES, give details:

Date Filed:Status of Case/s:

36. Have you ever been convicted of any crime or violation of any law, decree, ordinance or regulation by any court or tribunal?

☐ YES☒ NO

If YES, give details:

37. Have you ever been separated from the service in any of the following modes: resignation, retirement, dropped from the rolls, dismissal, termination, end of term, finished contract or phased out (abolition) in the public or private sector?

☒ YES☐ NO

If YES, give details:

Finished contract

38. a. Have you ever been a candidate in a national or local election held within the last year (except Barangay election)?

b. Have you resigned from the government service during the three (3)-month period before the last election to promote/actively campaign for a national or local candidate?

☐ YES☒ NO

If YES, give details:

☐ YES☒ NO

If YES, give details:

39. Have you acquired the status of an immigrant or permanent resident of another country?

☐ YES☒ NO

If YES, give details (country):

40. Pursuant to: (a) Indigenous People's Act (RA 8371); (b) Magna Carta for Disabled Persons (RA 7277); and (c) Solo Parents Welfare Act of 2000 (RA 8972), please answer the following items:
a. Are you a member of any indigenous group?
b. Are you a person with disability?
c. Are you a solo parent?

☐ YES☒ NO

If YES, please specify:

☐ YES☒ NO

If YES, please specify ID No:

☐ YES☒ NO

If YES, please specify ID No:

41. REFERENCES (Person not related by consanguinity or affinity to applicant /appointee)

NAME	ADDRESS	TEL. NO.
Dr. ROSARIO A. SALAS	Dept. of Horticulture, VSU	0908-8732033
Dr. JOSE L. BACUSMO, JR	ODRD, VSU	9173108076
Dr. MA. LOURDES O. CEDO	UPLB	9195878293

42. I declare under oath that I have personally accomplished this Personal Data Sheet which is a true, correct and complete statement pursuant to the provisions of pertinent laws, rules and regulations of the Republic of the Philippines. I authorize the agency head/authorized representative to verify/validate the contents stated herein. I agree that any misrepresentation made in this document and its attachments shall cause the filing of administrative/criminal case/s against me.

PHOTO

Government Issued ID (i.e.Passport, GSIS, SSS, PRC, Driver's License, etc.)
PLEASE INDICATE ID Number and Date of Issuance

Government Issued ID: VSU ID

ID/License/Passport No.: V00718

Date/Place of Issuance: VSU, Visca, Baybay City, Leyte

Signature (Sign inside the box)

Date Accomplished

Right Thumbmark

SUBSCRIBED AND SWORN to before me this 04 OCT 2022, affiant exhibiting his/her validly issued government ID as indicated above.

ATTY. RYSAN C. GUINOCOR
VSU Chief Legal Officer

Person Administering Oath

CS FORM 212 (Revised 2017), Page 4 of 4

WORK EXPERIENCE SHEET

Instructions: 1. Include only the work experiences relevant to the position being applied to.

2. The duration should include start and finish dates, if known, month in abbreviated form, if known, and year in full. For the current position, use the word Present, e.g., 1998-Present. Work experience should be listed from most recent first.

- Duration: July 1, 2019 - Present
- Position: Assistant Professor III
- Name of Office/Unit: Department of Horticulture, Visayas State University
- Immediate Supervisor: Dr. Rosario A. Salas, Head, Department of Horticulture
- Name of Agency/Organization and Location: Visayas State University, Visca Brgy. Pangasugan Baybay City, Leyte

- Duration: January 1, 2017 – June 30, 2019
- Position: Asst Professor I
- Name of Office/Unit: Department of Horticulture, Visayas State University
- Immediate Supervisor: Dr. Rosario A. Salas, Head, Department of Horticulture
- Name of Agency/Organization and Location: Visayas State University, Visca Brgy. Pangasugan Baybay City, Leyte

- Duration: June 16, 2011 – January 1, 2017
- Position: Instructor I
- Name of Office/Unit: Department of Horticulture, Visayas State University
- Immediate Supervisor: Dr. Rosario A. Salas, Head, Department of Horticulture
- Name of Agency/Organization and Location: Visayas State University, Visca Brgy. Pangasugan Baybay City, Leyte

- List of Accomplishments and Contributions (if any)
 1. Awarded Outstanding over-all rating in the Teaching Performance Evaluation AY 2021-2022
 2. Awarded certificate of appreciation for submitting grades on time AY 2021-22
 3. Awarded Best Research, Development and Extension (RDE) Paper on Nov. 17-18, 2021
 4. Awarded Best Paper Presenter during the 23rd AAACU Scientific Conference at Chiangmai, Thailand
 5. Received Loyalty Award for 10 years exemplary service at VSU in 2021
 6. Applied and Registered 1 Utility Models for micropropagation of bamboo
 7. Published research articles in peer-reviewed journals (national and international)
 8. Attended forums, seminars (including webinars and on-boarding), trainings and workshops for research, instruction, and for professional development
 9. Advised undergraduate and graduate students for their research undertakings as adviser, SRC and GAC
 10. Attended and presented research papers in scientific conferences (local, regional, national and international)

11. Handled undergraduate and graduate courses in Horticulture subjects with very satisfactory and outstanding TPES Ratings
12. Conducted research and extension activities
13. Served as Chairman in MS Horticulture and PhD Horticulture Accreditation activities

- Summary of Actual Duties

- a. Teach Graduate and Undergraduate Horticulture subjects offered in the department for Horticulture and non-horticulture majors;
- b. Prepare learning guides, syllabi, instructional materials, assessment tools and table of specifications for subjects and courses assigned;
- c. Advise and guide undergraduate students for possible thesis undertakings;
- d. Approve and validate subjects of advisees during enrolment;
- e. Maintain and update the Moodle classrooms in the VSUEE for blended and flexible learning modalities;
- f. Serve as Adviser and member in both undergraduate and graduate students
- g. Check thesis outlines and manuscripts of undergraduate and graduate students on time;
- h. Submit grades and grade sheets for subjects handled on time;
- i. Submit research and extension proposals for possible funding
- j. Attend research and extension symposia, forums, seminars and webinars, and trainings for professional development;
- k. Present research and extension outputs in local, national, and international conferences and reviews
- l. Publish research outputs in peer-reviewed journals;
- m. Act as Member of the Instructional Material Development Committee and the Personnel Committee of the department
- n. Act as secretary of the Graduate School
- o. Serve as Adviser for ViHOS Organization
- p. Serve as Department Guidance Facilitator
- q. Serve as member of committees for department and institutional accreditation
- a. Serve as member for department personnel committee
- b. Prepare and submit annual reports for instruction and research, and
- c. Perform other functions assign by the Head of the department, and Dean of Graduate School.

- Duration: January 1,2008 – June 30, 2011; June 16, 2000 - May 31,2008;
- Position: Science Research Assistant
- Name of Office/Unit: Philrootcrops, Visayas State University, Visca
- Immediate Supervisor: Prof. Villaluz Z. Acedo, Project Leader
- Name of Agency/Organization and Location: Philrootcrops, VSU, Visca

- List of Accomplishments and Contributions (if any)

- Publish research paper
- Established tissue culture planting materials

- Summary of Actual Duties

- Responsible in conducting experiments, preparation of data and reports, monitoring of tissue culture laboratory workers; responds to queries and performs other related functions.
- Duration: July 1, 2008 – October 31, 2008;
- Position: Laboratory Manager/Technician
- Name of Office/Unit: HORTONET, Calamba, Laguna
- Immediate Supervisor: Mr. Nilo Moncayo, Owner, Manager
- Name of Agency/Organization and Location: HORTONET, Calamba, Laguna
- List of Accomplishments and Contributions (if any)
 - Established tissue culture planting materials
 - Manage tissue culture laboratory
 - Propagate ornamental plants


ROSARIO A. SALAS

(Signature over Printed Name
of Employee/Applicant)

Date: Sept. 15, 2008